

 <h1 style="text-align: center;">Council Communication</h1> <p style="text-align: center;">Office of the City Manager</p>	Date: February 27, 2012
	Agenda Item No. 23 Roll Call No. [_____] Communication No. <u>12-085</u> Submitted by: Allen McKinley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Joseph Brandstatter, Steve Brown, Douglas Romig and Dana Wingert.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,907.16 (Brandstatter); \$1,603 (Brown); \$2,138 (Romig); \$2,095 (Wingert)

Funding Source:

- GE001 FIN190000 Finance - Budget (Brandstatter)
- GE001 FIR040100 Fire – Haz Mat (Brown)
- SP350 HSG029000 Housing – Central Office (Romig)
- SP321 POL982100 Police – Federal Seized Funds (Wingert)

ADDITIONAL INFORMATION:

Joseph Brandstatter, (NR-0), Budget Analyst, to Chicago, IL, from March 6 – March 9, 2012, (1,907.16), to attend the Budget Analyst Training Academy sponsored by the Government Finance Officers Association. The course is designed to help provide intermediate analysts with a comprehensive understanding of the budget process and budgeting best practices.

Steve Brown, (R-0), Captain, to Baltimore, MD, from May 16 – May 19, 2012, (\$1,603), to attend the International Hazardous Materials Response Teams Conference. The conference provides knowledge and skills in the field of Hazardous Materials response through multiple classes, field trips, and hands-on training opportunities.

Douglas Romig, (R-0), Housing Services Director, to Washington, DC, from March 25 – March 28, 2012, (\$2,138), to attend the NAHRO National Legislative Conference regarding HUD Public Housing Agency Funding. The conference will provide an educational opportunity on public housing and will also provide an opportunity to meet with Legislators to educate them on the importance of public housing and Section 8 federal funding, which serves low-income families.

Dana Wingert, (NR-1), Major, to Seattle, WA, from April 1 – April 4, 2012, (\$2,095), to attend the annual conference of the International Association of Law Enforcement Executives. The conference

will provide updates and insight to law enforcement executives as it pertains to organizational efficiency, legal liabilities and political relationships on an international scale.

The amended budget for travel and training in Fiscal Year (FY) 2012 is \$584,905. The amount expended for travel and training in FY 2012, as of February 6, 2012, is \$250,337.

PREVIOUS COUNCIL ACTION(S):

Date: January 20, 1992

Roll Call Number: 92-214

Action: The City Council approved a revision to the policy for travel authorization requests. Such revision requires trips that exceed three days and \$1,250 be approved by the Council. The number in parentheses indicates the total number of trips previously authorized for that individual for the current budget year.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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